ABSTRACT OF THE DISCLOSURE

An image scanning and processing system includes a scanner for generating a stream of data encoding a scanned image; a controller for controlling and processing data received from the scanner; and a file storage unit. In use, the stream of data is written to a master file saved in the file storage unit. The controller is configured to

5   create a preview image with a lower data size than the scanned image from at least part of the data encoding the scanned image. The controller is configured to extract data encoding the preview image directly from the stream of data, and to write the extracted data to a thumbnail file. A method of scanning and processing an image, includes scanning an original and thereby generating a stream of data, encoding a

10   scanned image, saving the scanned image in a master file, and creating a preview image with a lower data size than the scanned image from at least part of the data encoding the scanned image. Data encoding the preview image is extracted from the stream of data, and written to a thumbnail file.